

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF MARICOPA

IN THE MATTER OF THE SELF-SERVICE)	ADMINISTRATIVE ORDER
CENTER FORMS AND MARICOPA)	NO. 98-057
COUNTY LOCAL RULE 2.17 AND)	
ARIZONA RULE OF CIVIL)	
PROCEDURE 2(d))	
_____)	

The Superior Court of Arizona in Maricopa County's Self-Service Center provides Court forms for use by the public, litigants, lawyers, judges, commissioners and other Court staff. The forms are created in user-friendly format and language, are often single-spaced, and are printed in Arial 10 point (13 characters per inch) or larger, and contain copyright information in the lower left-hand corner.

Maricopa County Local Rule 2.17 provides:

All typewritten pleadings, motions and other original papers (including text, quotations and footnotes) filed with the clerk shall be in a type size no smaller than twelve (12) pitch (12 characters per inch). **Those that are printed or otherwise produced with proportional type shall be in a size no smaller than thirteen point.** (emphasis added)

Arizona Rule of Civil Procedure 10(d) provides:

Printed forms may be single spaced except that those requiring the signature of a judge or commissioner shall be double spaced or one and one-half spaced.

The Self-Service Center was established to improve access to the court. Adapting Self-Service Center forms to comply with these rules will result in significant costs to the Court, to the public, and will hinder access to the court. The amount of paper used in the creation of the forms, if compliance with the rule is required, will increase by 50%. This will cause an increase of more than \$2,000 per month in the printing costs incurred by this Court. Further, since litigants must make copies of all forms that are submitted, copy costs will increase an additional 50% for the litigant, making the Self-Service Center forms cost prohibitive for some. The increased volume of paper will also negatively impact the filing counters and records department of the Clerk of the Superior Court, Court Administration through file review and other caseload techniques, and judicial officers who review the pleadings and orders.

Therefore, to preserve the user-friendly format of the Self-Service Center forms, maintain and improve access to the courts, and in the interest of judicial economy and resources:

IT IS ORDERED that the Superior Court of Arizona in Maricopa County's Self-Service Center and any litigant who uses a Self-Service Center form is exempt from complying with Local Rule 2.17 and Arizona Rule of Civil Procedure 10(d).

IT IS FURTHER ORDERED that in the event a request for reasonable accommodation is made under the American with Disabilities Act (AADA≡), the Self-Service Center shall make the reasonable accommodation to increase the font size to comply with the ADA.

DONE AND EFFECTIVE this _____ day of _____, 1998.

Honorable Robert D. Myers
Presiding Judge

cc: All Superior Court Judges and Commissioners
Michael K. Jeanes, Clerk of the Court
Gordon M. Griller, Court Administrator
Bob James, Assistant Administrator, Self Service Center